



# Workforce Development Center

## Customer Service Questionnaire

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Please indicate the services you desire by placing a **x** on the line provided. Check all spaces that apply to your visit today and return this completed form to the receptionist.

Print Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Area code & Number

A. Are you a **Veteran**?    **Y**    **N**

Would you like to speak to a Veterans Employment Representative?    **Y**    **N**

\_\_\_ B. I would like to apply for the advertised position of \_\_\_\_\_

Job title Advertised

\_\_\_ C. I need unemployment assistance. ( 4-week reporting ) ( File Appeal ) ( Other )

Circle one

\_\_\_ D. I have an appointment with \_\_\_\_\_

\_\_\_ E. I am scheduled for the \_\_\_\_\_

\_\_\_ F. I would like to speak to the Job Corps Counselor.

\_\_\_ G. I would like information on taking GED classes.

\_\_\_ H. I need information about Job Training / Education Programs that I may be eligible for. ( If you checked this line, complete the following items that apply to you. )

I am:

\_\_\_ Laid off from a business that closed in the past 5 years.

\_\_\_ I am \_\_\_\_\_ years old.

\_\_\_ Now receiving or was recently receiving AFDC, food stamps or SSI or other benefits.

\_\_\_ I have a disability.

\_\_\_ I. I would like to use the **Resource Room**. ( A **free Self-Help** service providing computers for job search, resume writing, letter writing, typing test, internet job search access, career/occupation info, and labor market info. )

\_\_\_ J. I am an employer. Co. Name \_\_\_\_\_

Services needed? \_\_\_\_\_

"Missouri will create a widely available workforce development system for any individual seeking first, new or better jobs, and for employers seeking to hire new workers."

Governor Mel Carnahan